

SL 2014-120 Report Graham County Department of Public Health

Part 1A: On-site Water Protection: Standardize Certain Regulatory Review Procedures

Reference Session Law 2014-120, Section 29.(b).

Background: *The Graham County Department of Public Health Environmental Health Section receives Regulatory Submittals for review under multiple scenarios as provided for in statute and rule. The processes for each type of review are as described below.*

- I. Systems with design daily flows $\geq 3,000$ total gallons per day [15A NCAC 18A .1938(e)] or for treatment of industrial process wastewater (IPWW) [15A NCAC 18A .1938(f)].
 - A. Receive application
 - B. Assign staff
 - C. Notify state regarding need for review and convey materials to the State
 - D. Assist the State with processes outlined in Part 1A, Section I of the State report
- II. Design plans and specifications pursuant to Rule .1938(f).
 - A. Receive application
 - B. File a Request for Review describing which elements of the Submittal the OSWP should review.
 - C. Convey the Regulatory Submittal and Request to Review to the OSWP.
 - D. Assist the State with processes outlined in Part 1A, Section II.B of the State report
- III. Design daily flow review pursuant to Rule .1949;
 - A. Receive application
 - B. File Request for Review for a proposal submitted based on Rule .1949 and convey it to the OSWP with the Regulatory Submittal.
 - C. Assist the State with processes outlined in Part 1A, Section II.A of the State report
- IV. Design plans and specifications pursuant to Rule .1948(d);
 - A. Receive application
 - B. File Request for Review for a proposal submitted based on Rule .1948(d) and convey it to the OSWP with the Regulatory Submittal.
 - C. Assist the State with processes outlined in Part 1A, Section II.C of the State report
- V. Design plans and specifications for flow reduction utilizing low-flow fixtures or low-flow technologies pursuant to Session Law 2013-413 or 2014-120. *(These submittals may be submitted to the State on a case-by-case basis. In those cases, procedures outlined in Section II above apply.)* The procedure below is for reviews conducted on the local level only.
 - A. Receive application
 - B. Conduct Review
 - C. Provide a response to the Submitting Party that includes:
 - a. *An approval of the system engineering plans and specifications, or*
 - b. *A request for revisions that include:*
 - (a) A section detailing any required revisions with citation of applicable statute or rule(s);
 - (b) A section detailing any suggested or recommended revisions based upon current knowledge base (guidance, manuals or standards of practice).

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c. *A request for additional information* that includes:

- (a) A section detailing any required additional information with citations of applicable statute or rule(s) and;
- (b) A section detailing any suggested additional information based upon current knowledge base (guidance, manuals, or standards of practice).

VI. Any other Regulatory Submittal for onsite wastewater system permitting

- A. Other Regulatory Submittals are submitted directly to the LHD who, in turn, either review or requests review by OSWP based on Rule .1938(d) & (f)

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Part 1B: Food Protection and Facilities: Standardize Certain Regulatory Review Procedures

Reference Session Law 2014-120, Section 29.(b).

Background: The Graham County Department of Public Health Environmental Health Section reviews individual foodservice establishment plans, plans for construction of public swimming pools, institutions, childcare and lodging facilities. Plan review checklists for food service establishments and pools are used to assure uniform review for compliance with the rules.

Food, Lodging, Institutions and Public Swimming Pools

1. Receive Application
2. Plans reviewed by assigned staff, unless plans submitted are for a franchise.
3. All discrepancies are reviewed with applicant. If no resolution is reached, reference section 1B of SL 2014-120 Report DHHS DPH EHS.

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Part 2A: On-site Water Protection Informal Internal Review Processes and

Procedures to Develop and Maintain a List of Review Engineers

Reference Session Law 2014-120, Section 29.(c).

Note that this section refers specifically to a request for Informal Internal Review of an *engineered design*.

I. If a submitting Party requests an Informal Review of an engineered design, the request will be forwarded to the State in accordance with Part 2A Section III of the State report.

II. A list of Pes available for Informal Internal Reviews will be developed in accordance with Part 2A Section IV of the State report.

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Part 2B: Food Protection and Facilities Informal Internal Review Processes and

Procedures to Develop and Maintain a List of Review Engineers

Reference Session Law 2014-120, Section 29.(c).

Reference Section 2A of SL 2014-120 Report DHHS DPH EHS

Note that this section refers specifically to a request for Informal Internal Review of an *engineered design*.

I. If a submitting Party requests an Informal Review of an engineered design, the request will be forwarded to the State in accordance with Part 2B Section II of the State report.

II. A list of Pes available for Informal Internal Reviews will be developed in accordance with Part 2B Section III of the State report.

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Part 3A: Onsite Water Protection Review of Working Job Titles

Reference Session Law 2014-120, Section 29.(h).

I. Review the Working Job Titles of every employee with job duties that include the review of Regulatory Submittals

A. Working job titles for all Environmental Health Employees on staff for the Graham County Department of Public Health were reviewed and verified with Human Resources. None of the Position Titles have the term “engineer” associated with the title.

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Part 3B: Food Protection and Facilities Review of Working Job Titles

Reference Session Law 2014-120, Section 29.(h).

I. Review the Working Job Titles of every employee with job duties that include the review of Regulatory Submittals

A. Working job titles for all Environmental Health Employees on staff for the Graham County Department of Public Health were reviewed and verified with Human Resources. None of the Position Titles have the term “engineer” associated with the title.